

4 SEP 1981

STAT
MEMORANDUM FOR: Chief, Plans and Programs Staff, OL
FROM: [REDACTED]
Chief, Logistics Services Division, OL
SUBJECT: Office of Logistics Strategic Plan Update
REFERENCE: Mult adsee memo dtd 21 Aug 81 fm C/P&PS/OL,
same subject (OL 1 3539)

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Per your request, attached is an updated status report
on the LSD portion of the OL Strategic Plan. Any questions
on this submission should be directed to [REDACTED]
[REDACTED]

Att [REDACTED]

OL 1 3731

Conduct a feasibility study to determine alternatives to utilizing the General Services Administration for facilities maintenance and, where possible, initiate a program from the selected alternatives for a more efficient and effective building maintenance program.

The National Academy of Public Administration (NAPA) conducted a comprehensive study of GSA to evaluate their role within the total framework of the Federal Government. The Agency subsequently prepared a report for NAPA on our views as to GSA's role and responsiveness and provided a copy of the study to GSA by memorandum dated 3 November 1980.

A letter from the DCI dated July 23, 1981, has been forwarded to the Administrator of GSA which requests that GSA delegate to this Agency the authority to contract for those services which GSA is supposed to provide under SLUC but, for budgetary or other reasons, is unable to provide. To date, we are awaiting GSA's response to our recommendation.

In addition, a system to track GSA's responsiveness to maintenance actions and Agency requests has been developed for use by the Space Maintenance and Facilities Branch and should be on line beginning 1 October 1981.

Become more efficient in the management and conservation of energy resources. For example: study the feasibility of heating steam boilers in Headquarters, utilizing waste paper rather than fossil fuel.

A Special Waste Energy Recovery Study dated October 1977 by Henningson, Durham, and Richardson of Washington, D.C., was prepared for CIA which concluded that, for technical and economic reasons, it was not feasible to convert existing boilers to burn waste.

The Chief, Plans and Programs Staff has been in contact with the Facilities Engineer of Meredith Corp. regarding their \$1.6 million investment to obtain steam by burning "waste" paper. They have been experiencing start-up difficulties with the system and, at last contact, the unit was not yet fully operational. The project is on hold pending further communication with Meredith's Facilities Engineer.

Develop a program to convert to exclusive use of gasohol in Motor Pool Branch vehicles (exclusive of diesel-burning engines).

The Headquarters Motor Pool converted a 6,000 gallon lead-free tank to gasohol in February 1981. Some vehicles have been selected for the exclusive use of gasohol on a test basis. Continual testing is being conducted to determine the overall maintenance efficiency and miles per gallon consumed. Upon completion of the testing, a final statistical report will be prepared on the advantages and/or disadvantages of using gasohol. After thoroughly examining the pros and cons, a recommendation will be made on continued or discontinued use.

Develop a viable, comprehensive vanpool (ridesharing) program on behalf of Agency employees living in Washington, D.C., Maryland, and Virginia.

The Logistics Services Division (LSD) is presently planning for a second vanpool presentation to be held in the Headquarters auditorium in January 1982. During the next several months, LSD representatives will be visiting other government agencies to become more familiar with GSA's ride-sharing program.

Further, a new service has recently been made available to Headquarters Building personnel desiring to join carpools. A computerized list of existing carpools, containing the first names and Agency telephone numbers of carpool principals within the corresponding grid, may be obtained from the Space Maintenance and Facilities Branch in Room 1J45 Headquarters. To date, the computer program has been very well utilized by requesting individuals.

Current carpool/vanpool applications show no increase in vanpool requests but a significant increase in five-person carpool requests.

Explore the possibility of leasing, from GSA, fuel efficient sedans for the Headquarters Motor Pool.

At this time, vehicle leasing is not available through GSA. Their entire fleet of leased vehicles is depleted and, until GSA obtains funds to purchase additional vehicles, there will be no leased cars.

GSA is currently exploring the possibility of having leasing agencies purchase the initial vehicle and thereafter pay GSA a monthly rental fee. When the vehicle reaches the replacement criteria, it would be replaced at no charge to the leasing agency. This concept is still in the planning stages and, even if implemented, it would need to be determined that GSA funds would be available whenever vehicles required replacement.

Representatives from the Motor Pool are scheduled to visit GSA's leasing facilities in October of this year to conduct an in-depth analysis of the GSA leasing program. A determination will then be made as to whether or not leasing vehicles from GSA is more economical than purchasing Motor Pool fleet vehicles.

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Project SAFE (Support for the Analysts File Environment), Phase II. Identify and renovate space to relocate personnel and equipment in support of SAFE, Phase II.

Space being vacated on the GG and GH corridors has been identified to relocate components currently occupying space to be renovated for SAFE, Phase II. Preliminary discussions have been held with the Office of Data Processing, Intelligence Community Staff, and Office of Central Reference, and preliminary design work should begin in October 1981. Renovation drawings are scheduled to be completed in December 1981, and renovations and personnel moves are scheduled to be completed by 1 March 1982.